



AWARD CATEGORIES

Please check one or more potential categories:

- ☐ **Small Business Person of the Year:** For developing an outstanding, growing business; innovative product(s), increasing jobs, increasing sales, overcoming adversity and community contributions.
- ☐ **Exporting Small Business of the Year:** Significantly increased export sales and profits, encouraging other firms to export, increased jobs through exports and innovative methods of creating markets.
- ☐ **Family-Owned Small Business of the Year:** A family-owned business with at least a 15-year track record passing from one generation to another.
- ☐ **Veteran-Owned Small Business of the Year:** For developing a growing business, three-year evidence of success in sales and profits, increased jobs, innovative product, demonstrated potential.
- ☐ **Woman-Owned Small Business of the Year:** For developing a growing business, three-year evidence of success in sales and profits, increased jobs, innovative product, demonstrated potential.
- ☐ **Minority-Owned Small Business of the Year:** For developing a growing business, three-year evidence of success in sales and profits, increased jobs, innovative product, demonstrated potential.
- ☐ **Young Entrepreneur of the Year:** Owner will not reach 35th birthday by June 1, 2014, three-year evidence of success in sales and profits, increased jobs, innovative products, demonstrated potential.
- ☐ **Micro-Enterprise of the Year:** For developing a growing business with assistance through SBA loan programs or as a client of one of our SBA technical service providers, at least a three-year track record and five or fewer employees.
- ☐ **Entrepreneurial Success:** Business that started "small" by SBA standards, then developed into a large business. Business must have received SBA assistance.

NOMINEE INFORMATION

I nominate _____ Title _____
Company/Organization _____ Address _____
Phone _____ Fax _____ Email _____

Nominee's qualifications for this award (**basic explanation why nominee should be considered**):

When nominating, please complete the following: Is the company operating profitably _____

Years in business _____ Number of employees _____ Annual sales \$ _____ SIC/NAICS code _____

NOMINATOR'S INFORMATION:

Nominator's Name _____
Title _____
Organization _____
Address _____
Phone _____ Fax _____
E-mail _____

Please email form to daniel.monahan@sba.gov, or fax form to 802-828-4485 or mail form to:

Daniel Monahan
U.S. Small Business Administration
P.O. Box 605
Montpelier, VT 05601-0605

For more information, call 802-828-4422 Ext. 215. Self-nominations are accepted. This form may be duplicated. For further consideration, supporting materials will be required. SBA will contact nominee for more information. Thanks for supporting small businesses.

VERMONT SBA 2014 NOMINATION CRITERIA BY CATEGORY

Small Business Person of the Year

Any individual who owns or operates or bears principal responsibility for operating a small business may be nominated. Partners who jointly own or operate the business may be nominated as a team, as long as the team does not exceed four.

- ✓ Staying power – a substantiated history as an established business with a three-year minimum history.
- ✓ Growth in number of employees, sustained expansion.
- ✓ Increase in sales and/or unit volume and net worth.
- ✓ Current and past financial reports. For state consideration, we request basic profit and loss & balance sheet info for past three years.
- ✓ Innovativeness of product or service.
- ✓ Response to adversity.
- ✓ Contributions to aid community-oriented projects.

Exporting Small Business of the Year

Any individual who owns and operates a small business engaged in exporting may be nominated.

- ✓ Increased sales, profits and/or growth of employment because of exporting. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Creative overseas marketing strategies, with description of products and markets served.
- ✓ Effective solutions to export-related problems.
- ✓ Encouraged other small businesses to export.
- ✓ Introduction of unique trading companies, relationships, products or services.
- ✓ Volunteer assistance to other small businesses entering the export market.

Family-Owned Small Business of the Year

Family-owned business that has passed from one generation to another and owner has responsibility for operating the business. Nominees must serve as a majority owner and operator or bear principal responsibility for operating a small business with at least a 15-year track record.

- ✓ Evidence of success as measured by sales and profits. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Increased employment opportunities for family and non-family.
- ✓ Demonstrated potential necessary for long-term business success and economic growth.
- ✓ Voluntary efforts to strengthen family-owned businesses within the community.

Veteran-Owned Small Business of the Year

Any individual(s) who owns and operates a small business and is a veteran of the U.S. armed forces may be nominated.

- ✓ Evidence of success as measured by sales and profits. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

Woman-Owned Business of the Year

Any woman/women who owns and operates a small business may be nominated.

- ✓ Evidence of success as measured by sales and profits. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

Minority-Owned Business of the Year

Any minority who owns and operates a small business may be nominated.

- ✓ Evidence of success as measured by sales and profits. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

Young Entrepreneur of the Year

Any individual who serves as majority owner and operator for a small business with a three-year track record, and who will not have reached the age of 35 by June 1, 2014.

- ✓ Evidence of success as measured by sales and profits. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

Micro-Enterprise of the Year

Any individual(s) who founded, owns and operates a business with five or fewer employees, including the owners, which received assistance through SBA loan programs or as a client of our SBA technical service providers. Partners who jointly own and operate the business may be nominated as a “team,” so long as the number of individuals in the team does not exceed four.

- ✓ Growth in net worth, sales and number of employees over the last three years. Profit and loss and balance sheet information for the past three years will be requested.
- ✓ Response to adversity.
- ✓ Contributions to the community.
- ✓ Demonstrated creativity and/or commitment to a social mission in hiring policy, buying local, etc.

Entrepreneurial Success

Individuals who own and operate a business that started ‘small’ by SBA standards, then developed into a large business. Business must have received SBA assistance.

- ✓ Staying power - a substantiated history of an established business, including sustained expansion, steady growth including increased net worth. Profit and loss and balance sheet information for the past three years will be requested. Growth in number of employees (sustained over a minimum of three years).
- ✓ Increase in sales/and or unit volume - consistent growth.
- ✓ SBA assistance – document the type and amount of assistance and the years obtained.
- ✓ Innovativeness of product/service – describe uniqueness of product or service.
- ✓ Response to adversity – examples of problems overcome.
- ✓ Contributions to the community.